

BOARD MEETING MINUTES WASHOE-STOREY CONSERVATION DISTRICT



Date: Monday, March 9th, 2026
Time: 3:30 PM

Location: Nevada Department of Agriculture, 405 21st St, Sparks, NV 89431

Link: <https://teams.microsoft.com/meet/27626937284226?p=3BfOnB9LliiWM71HQw>

Meeting ID: 276 269 372 842 26 **passcode:** sx7FA97b

Call in information: 775-321-6111 PIN: 839 968 355#

The Washoe-Storey Conservation District (WSCD) Board considered possible action on the attached agenda items. The Board reserves the right to take items out of order to accomplish business in the most efficient manner. The Board may combine two or more items, remove items or delay discussion relating to item(s) on the agenda. Items on the agenda without a time designation may not necessarily be considered in the order in which they appear on the agenda. Contact the Washoe-Storey Conservation District Administrative & Conservation Technician for additional meeting information. Alisa Kim (562) 400-0885, alisa.wscd@gmail.com.

Public Comment*

If you wish to make a public comment, you may do so verbally in person or virtually. Public comment may be submitted via email to alisa.wscd@gmail.com or by written mail to the Nevada Department of Agriculture, 405 21st St, Sparks, NV 89431. Public comment is for all matters, both on or off the agenda as designated on the agenda, and will be limited to three minutes per person. Public comment will also be heard during individual action items on the agenda prior to action taken. The Board may prohibit or limit comment of the content if the comments are a topic not relevant to, or within the authority of the Board, or if they are irrational or amounting to personal attacks or interfering with the rights of other speakers but will not restrict comments based on viewpoint only. The WSCD reserves the right to reduce the time or limit in writing on the agenda items and/or attend and make comments on that item at the meeting.

Note: **(For possible action)** denotes all items on which the Board may take action. Action will be taken according to open meeting law.

The meeting was called to order at 3:41 PM.

I. Call to Order

A. Introductions, determination of board quorum, and introduction of guests.

Present in-person were Chair Lyndsey Langsdale, Treasurer Jim Shaffer, Marlee Jenkins from Department of Conservation and Natural Resources, and Alisa Kim with Washoe-Storey Conservation District. Present virtually or by phone was Storey County Representative Kathy Canfield, Supervisor Darcy Phillips, and Supervisor Elena Larsen.

II. Public Comment* – Not for Possible Action

Public comment will be allowed at the beginning, after each item on the agenda and prior to the adjournment of every meeting. Public comment may be limited to three (3) minutes per comment.

No public comments.

III. Approval of today's agenda, March 9, 2026 with the inclusion of any emergency items and deletion of any items. – For Possible Action

Any items that need to be taken out of order, edited, or removed may be proposed for consideration at this time.

Motion #2026-03-01: Jim Shaffer makes a motion to approve the meeting agenda as presented, Darcy Phillips seconds. Motion approves with 5 ayes.

IV. External Agency Items and Reports – Not for Possible Action

A. Natural Resources Conservation Service – Updates

Alisa Kim presented on behalf of Carson Hicks that there were no updates.

B. Department of Conservation and Natural Resources – Marlee Jenkins – Updates

Marlee Jenkins presented on:

- 1) Funding opportunities with Nevada Department of Wildlife, with multiple Conservation Districts having interlocal agreements with them. They are not sure how much funding there will be available this upcoming year, but current funding opportunities in wait will not be awarded until May or June.
- 2) The Nevada Association of Conservation Districts will be hosting its regional meeting in Eureka this year with a focus in the immediate area, possibly July 8-9th.
- 3) The State Conservation Commission's next meeting will be March 19th and will be finalizing the Sage Grouse Habitat Improvement grant as well as re-determining any Conservation Districts not in good standing with re-appropriating funds.
- 4) Lyon County is holding their annual open meeting laws training, with a call-in option and recording online.
- 5) The Carson River coalition is holding the Carson Watershed Forum on April 1 and 2.
- 6) The University of Nevada, Reno extension is holding a free creeks and rivers course during the summer by Sherman Swanson about riparian health and grazing, in Susanville, Ely, and Battle Mountain.

C. Nevada Association of Conservation Districts – Updates

Kevin Piper was not present.

D. Nevada Department of Wildlife – Graham Mills – Updates

Graham Mills was not present.

E. Nevada Department of Agriculture – Jake Dick – Updates

Jake Dick was not present. Marlee Jenkins updated on the Western Nevada Early Detection and Rapid Response meeting on March 19th.

V. District Projects and Local Planning – For Possible Action

A. Washoe County Planning Reviews – Updates from Jim Shaffer.

Jim Shaffer updated on two projects from Washoe County, including a senior community off Eagle Canyon Drive which had no feedback. The other project was a development community at Red Rock Road and Osage Road, with feedback including a request of seeding mix composition as well as management of weed seeds in soil transports. Other feedback included water and sediment retention, xeriscaping of front lawns, and curbside adjustments to prevent flow into Silver Lake.

B. Storey County Projects – Updates from Kathy Canfield.

Kathy Canfield presented on an upcoming drainage project for Gold Canyon. Marlee Jenkins also mentioned meeting Living with Fire representatives from Virginia Highlands, with the Conservation District able to assist with possible projects in promoting defensible space.

C. Reno Food Systems Back 40 Project – Updates on project planning and funding opportunities.

Lyndsey Langsdale applied for the Conserve Nevada grant recently, and will be hiring an apprentice with the Desert Farming Initiative.

D. Canepa Ranch – Update on current status of Nevada Department of Wildlife funding proposal for Canepa Ranch work, starting fiscal year 2027.

Marlee Jenkins submitted the proposal for future Canepa Ranch work to the Nevada Department of Wildlife, and thinks we will hear back by June or so.

E. Nevada Division of Forestry, Conservation Education & Outreach Grant – Review of submission of intent to apply and deadline for grant application.

Alisa Kim presented on Elena Larsen drafting the intent to apply which was submitted and confirmed received by Kelcey Hein with the Nevada Division of Forestry. Along with drafting and submitting the application for the grant once we are invited, we will also want to register our SAM number and confirm our vendor number from the Secretary of State.

F. Keep Truckee Meadows Beautiful Great Community Cleanup – Updates on participating in the Great Community Cleanup on May 2nd at Carcione/Canepa Ranch.

Alisa Kim will be hosting a cleanup location with Keep Truckee Meadows Beautiful on May 2 and has been communicating with Amanda Mulholland from Keep Truckee Meadows Beautiful for volunteer program orientations and a site visit. The cleanup will be held at Riverbend Park near Verdi.

G. Palomino Valley – Updates on current status of Nevada Department of Wildlife funding proposal for Palomino Valley work, including vegetation for wildfire abatement on private land.

Marlee Jenkins presented on communication with landowner Diane Mercer in reviewing possibilities for funding, particularly for Nevada Department of Wildlife interlocal agency funding. The landowner was on board so Marlee Jenkins drafted a proposal for review for submittal.

- H. **Vista Narrows** – Discussion to ask the Truckee River Flood Management Authority to present to the board on the specifics of the Vista Narrows river terracing project near Sparks Industrial Area along the Truckee River.

Kathy Canfield wanted to gauge interest in the board if we were interested in the Truckee River Flood Management Authority to present the Vista Narrows project. The board is interested so Kathy will reach out to them and ask if they can attend any future meetings.

VI. District Supervisor Reports – Not for Possible Action

No District Supervisor Reports.

VII. Internal District Issues – For Possible Action (unless otherwise noted)

- A. **Review, Amendment, and Approval** of Minutes from previous meeting, conducted 2/9/26.

Motion #2026-03-02: Jim Shaffer makes a motion to approve the meeting minutes from 2/9/2026 as presented, Elena Larsen seconds. Motion approves with 5 ayes.

- B. **Financial Reports** – Treasurer Jim Shaffer – Balances, financial reports, and delegation of funds from Washoe and Storey Counties and the State of Nevada.

Jim Shaffer presented the financial report, which included the Checkings account of \$18,205.26, the Savings/mitigation account of \$3,521.61, Alisa's wages for February of \$165.00 for 7.5 hours, and a Certificate of Deposit account of \$16,601.26.

Motion #2026-03-03: Lyndsey Langsdale makes a motion to approve the Treasurer's Report as presented, Elena Larsen seconds. Motion approves with 5 ayes.

- C. **Obtaining funds from Washoe County and Storey County** – Discussion of methods to request funding opportunities from Washoe County and Storey County to support the Conservation District.

1. Updates on request of funding from Washoe County and discussions with Dave Solaro, Assistant County Manager of Washoe County.

Lyndsey Langsdale has not heard any new updates from Dave Solaro.

2. Updates of request of funding from Storey County.

Kathy Canfield has proposed a budget of \$5,000 for the Conservation District, but that has yet to be confirmed.

- D. **Update on enrollment of online banking** – Discussion of opening online banking with Chair Langsdale and staff Alisa Kim alongside Treasurer Jim Shaffer.

Lyndsey Langsdale opened up online banking! There was discussion about who has access, with Lyndsey and Jim Shaffer decided as users and administrative access for Alisa Kim to put together minutes.

- E. **Scholarship support** – Discussion of supporting youth scholarships held by other organizations via donation.

- Nevada Association of Conservation Districts (NvACD) annual scholarship for students pursuing an education in agriculture, renewable natural resources, or a related field.
- Society for Range Management (SRM) Nevada Youth Range Camp week-long educational camping trip to learn about rangelands and natural resources.

Motion #2026-03-04: Jim Shaffer makes a motion to support a recruited student for up to \$250 for the Society of Range Management Nevada Youth Range Camp, Elena Larsen seconds. Motion approves with 5 ayes.

Motion #2026-03-05: Jim Shaffer makes a motion to approve a donation of \$100 to the Nevada Association of Conservation Districts for their annual scholarship for students, Lyndsey Langsdale seconds. Motion approves with 5 ayes.

F. General Correspondence Updates

1. **Review and delegate tasks** to be completed by the next meeting.

G. Outreach planning and opportunities for tabling

1. Washoe Storey Conservation District is seeking one new member to join the board of supervisors (elected volunteers).

VIII. District Staff Reports – Not For Possible Action (unless otherwise noted) –

Alisa Kim – Updates

- A. Request for printer (for possible action) –** Staff would like to request printer that stays in WSCD inventory for printing meeting documents.

Alisa Kim presented the idea of purchasing a printer for the Conservation & Administrative Technician position to print agendas and meeting materials for meetings as needed. There was board discussion as to what would be more cost effective, a purchase card through a printing shop or purchasing a laser printer. Alisa will return to the next meeting with options and costs.

There was also discussion about attending trainings or meetings for staff positions, and it was decided that Chair Lyndsey Langsdale, Treasurer Jim Shaffer, and Marlee Jenkins would be asked to confirm requests for attending workshops or trainings for work time.

IX. Public Comments – Not for Possible Action

Public comment will be allowed at the beginning, after each item on the agenda and prior to the adjournment of every meeting. Public comment may be limited to three (3) minutes per comment.

No public comments.

X. Next Scheduled Washoe Storey Conservation District Board Meeting – For Possible Action

Typically the second Monday of each month: April 13th, 2026, at 3:30pm.

Meeting was adjourned at 4:54 PM.

XI. Adjourn

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify our office by writing to the Washoe-Storey Conservation District Administrative & Conservation Technician Alisa Kim by email at alisa.wscd@gmail.com or calling (562) 400-0885 no later than two (2) working days prior to the scheduled meeting.

Virtual Access

Full Meeting Link:

<https://teams.microsoft.com/meet/27626937284226?p=3BfOnB9LiiWM71HQw>

Washoe-Storey Conservation District

April 2026 Monthly Treasurer's Report

Beginning Balance:

Savings

Date: 3/31/2026 Balance: \$ 3,506.61

Checkings

Date: 3/31/2026 Balance: \$ 13,787.85

Certificate of Deposit

Date: 3/13/2026 Balance: \$ 16,742.12

Notes: Renewed 3/13/2026, next matures 6/13/2026

Money Received:

Amount \$ _____ for what purpose: _____

Amount \$ _____ for what purpose: _____

Expenses:

Amount \$ 15.00 to whom and purpose: Savings service charge to bank on 3/31

Amount \$ 15.00 to whom and purpose: Checking service charge for to bank 3/31

Amount \$ _____ to whom and purpose: _____

Closing Balance:

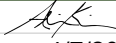
Date: 10/31/2025 Closing Balance: \$ 34,036.58

Submitted by:

Alisa Kim / Marlee Jenkins

WSCD Conservation & Administrative Technician / Conservation District Programs

Washoe-Storey Conservation District - April 2025 Timesheet

Employee:		Alisa Kim				
Title:	Conservation & Administrative Technician					3/4/2026-4/7/2026
Date	Time In	Time Out	Hours Worked	Mileage	Task	Total
3/9/2026	3:30 PM	5:00 PM	1.5		March meeting	
3/11/2026	10:30 AM	11:30 AM	1		Check and respond to emails, particularly Diane with Palomino Valley project	
3/18/2026	12:30 PM	1:00 PM	0.5		Respond to emails	
3/19/2026	1:30 PM	3:30 PM	2		Review emails, attend NDA EDRR meeting	
3/26/2026	11:00 AM	11:30 AM	0.5		Check and reply back to emails for personal and WSCD email	
3/27/2026	9:30 AM	4:00 PM	6		Site visit to Andrea and Diane's property in Palomino Valley	
4/5/2026	5:00 PM	6:00 PM	1		Draft agenda	
4/6/2026	8:30 AM	9:30 AM	1		Read and respond to personal work and CD emails	
4/7/2026	7:30 PM	9:00 PM	1.5		Finalize agenda, prepare meeting materials	
					Total regular hours	15
					Hourly rate	\$22.00
					Total wages	\$330.00
					Total travel distance (miles)	0
					GSA mileage rate	\$0.70
					Total mileage reimbursement	\$0.00
					Monthly Total	\$330.00
					Employee signature:	
					Date:	4/7/2026
					Check #:	



INVOICE

PACT Insurance Renewal

*This is your invoice for the PACT portion of the insurance renewal for July 1, 2025 through June 30, 2026. PACT (Public Agency Compensation Trust) provides coverage for workers compensation.

Date of Invoice: **03/23/2026**

To: **Washoe Story CD**

Amount Due (if paying in full): **\$1,132.00**

Payment Due: **04/15/2026**

Make Checks Payable to: **NvACD**

*This is the only invoice that will be sent for PACT.

Please send your PACT Insurance Premium Payment to:

NvACD
c/o Adriane Tibbitts, Treasurer
P.O. Box 571
Eureka, NV 89316

For questions please contact:

Cory Wadsworth at Dolan & Edwards at 775-726-3196 or
Adriane Tibbitts, NvACD Treasurer, at 208-241-4307